

**Introduction to SECNAVINST
5800.15, “Use of Binding
Arbitration for Contract
Controversies,” 5 Mar 07**

DON ADR Program Office

Overview

- SECNAVINST 5800.15 authorizes contracting officers to use binding arbitration to resolve contractual issues in controversy.
- Binding arbitration is an alternative dispute resolution (ADR) procedure that can be faster and less costly than other forms of adjudication.
- Binding Arbitration should be considered at the inception of an issue in controversy.
- Binding Arbitration is a tool that complements other procedures.

We will discuss:

- Key Concepts
- Why use Binding Arbitration?
- Source of Authority
- Basic Policy
- Guidance:
 - Parties
 - Decision to Use
 - Arbitration Agreement
 - Arbitrators
 - Hearings
 - Awards
 - Court Review
- Creative Approaches

Preface - Key Concepts

- **“Binding Arbitration”** - An alternative dispute resolution process that refers a dispute to a third party neutral who, after giving parties an opportunity to present evidence and arguments, renders a determination in settlement of the dispute. The neutral’s authority derives from contract rather than administrative or judicial authority.
- **“Mediation”** - An alternative dispute resolution process wherein a neutral assists the parties in reaching a negotiated settlement agreement.
- **“Issue in Controversy”** - a material disagreement between the Government and the contractor that—
 - (1) May result in a claim; or
 - (2) Is all or part of an existing claim. (FAR 33.201)
- **“Arbitrator”** - A neutral, selected by the parties, who conducts an arbitration and issues an award. Not an “arbiter.”
- **“Award”** - The decision issued by an arbitrator. Can also refer to the relief granted by the arbitrator. Technically not a “judgment.”

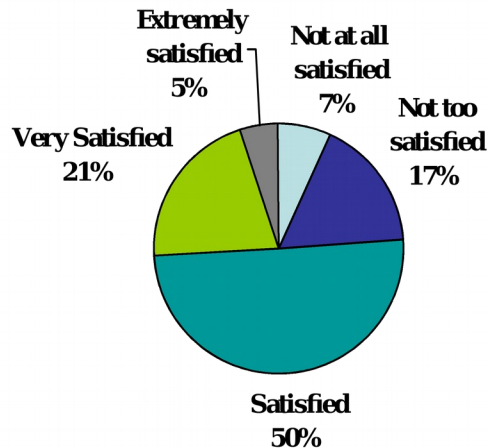
I. Why Use Binding Arbitration?

- The Office of Federal Procurement Policy's (OFPP) 2002 ADR Award recognized the FAA's binding arbitration policy.
- American Arbitration Association (AAA) sponsored a survey¹ of 253 corporate legal departments. The top five applicable* reasons why corporations use arbitration:
 - Saves money
 - Saves time
 - More satisfactory process
 - Allows party control
 - Has limited discovery
- 84% of the surveyed companies used it for commercial contract disputes.

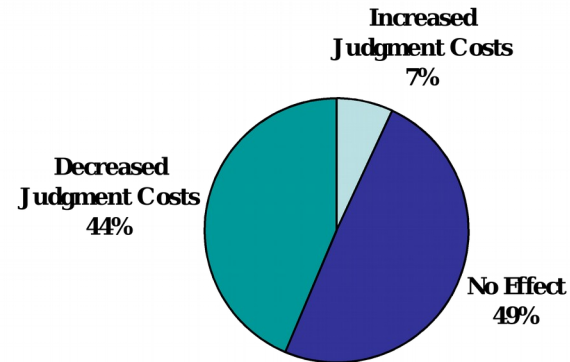
* "Required by contract" is another, but 5 U.S.C. 575 prohibits making binding arbitration a condition of award of a Government contract.

Why Use Binding Arbitration?

77% of AAA surveyed companies were satisfied with arbitration:



94% reported reduced judgment costs or no adverse effect when using arbitration:



Procurement ADR Process Savings

- GAO offers ADR, but it is already fast and relatively informal.
- ASBCA offers mediation, binding summary trials, and other methods.
- DON avoided about \$3M in process costs from FY01 to 05 in 41 cases surveyed.

- Not all avoided costs can be quantified.
- Does not include substantial costs for major documents

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Non-Quantified Costs Avoided: <u>Documents not Written</u>	
Pleadings	7
Discovery Requests	17
Motions	13
Other Documents	4
Briefs	29
Total	70

Comparison to CDA Process

Contract Disputes Act

- Claim a prerequisite
- COFD required
- Appeal required
- Rule Four file standard
- Rule 11: paper hearing
- Rule 12: Accelerated options
- ADR Options
- AJ presides

ADRA Arbitration

- Can be before a claim
- Eliminate the COFD
- Eliminate the appeal
- Streamline process through:
 - controlled discovery
 - informal hearing
- Broader neutral choices
- Limited Review

Anticipated Uses

- Small claims
- Technical Issues
- Issues requiring rapid resolution:
 - To clarify obligations in long term contracts
 - To avoid accumulation of similar claims
 - To mitigate project delay or time related damages
- Incorporated into a Dispute Review Board

II. Source of Authority

- Administrative Dispute Resolution Act of 1996 (ADRA) – 5 U.S.C. § 575.
- FAR § 33.214(f).
- Both require Head of Agency to issue a guidance document after consultation with the Attorney General (AG).
- AG signed off on December 8, 2006.
- DON Notice published on 20 March 2006, at 72 Fed. Reg. 13094 (2007).

III. The Basic Policy

- SECNAVINST 5800.15 consists of a basic instruction, with a nine page guidance document.
- The policy, at ¶ 4, authorizes contracting officers to use binding arbitration, subject to:
 - Their usual authority & limitations to settle a claim;
 - Limitations contained in the guidance; and,
 - The approval of the AGC (L) in consultation with AGC(ADR).

Using Binding Arbitration: Oversight & Limitations

Strong Oversight:

- Contracting Officers may act only within their warrants.
- Each use is subject to the approval of senior OGC attorneys.
- Attorneys represent the DON.
- Parties control the selection of the arbitrator.
- DON will monitor the performance of arbitrators.

Limitations

- Statutorily required cap on monetary awards.
- Instruction prohibits agreeing to awards of:
 - punitive, consequential, special or exemplary damages
 - attorneys fees and costs.
- Statute prohibits awards that violate limitations imposed by federal statutes.

IV. The Guidance

- The enclosure to SECNAVINST 5800.15 provides guidance on structuring an arbitration procedure.
- The guidance has internal citations throughout, promoting understanding of statutory bases of the guide.
- The following slides highlight key concepts in the guidance.

IV.A. Parties

- Parties are essentially the same as found in the CDA.
- Subcontractors must obtain prime sponsorship.
- OGC attorneys will usually represent the DON.
- JAG attorneys may represent the DON if approved by AGC(L), after demonstrating sufficient experience in government contract law.
- Similar to NMCARS appeal procedures, the command should maintain the contract team that is familiar with the issue.

IV.B. Decision to Arbitrate

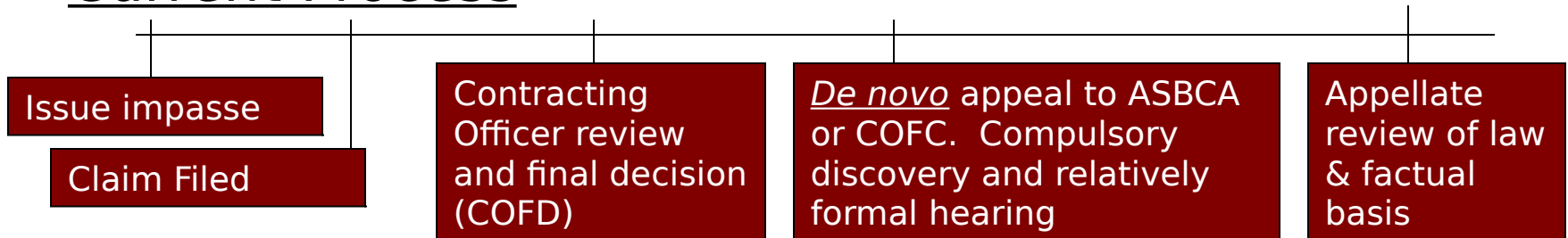
- Under SECNAVINST 5800.13A, the DON's policy is to use ADR to the maximum extent practicable, at the earliest stages.
- Binding arbitration is voluntary.
- Contracts cannot have a mandatory arbitration clause at time of award. Results in "ad hoc arbitration," rather than "permanent arbitration."
- Consider not using it for the six reasons under 5 U.S.C. § 572(b), plus if the matter pertains to fraud, or is outside the scope of the instruction.

IV.C. The Arbitration Agreement

- Permanent arbitration typically has an arbitration clause that references a provider (e.g., AAA) who has a published set of rules.
- Ad hoc arbitration uses a supplemental agreement that:
 - Serves as an accord and/or settlement agreement;
 - Defines issues to submit to an arbitrator;
 - Defines the arbitration process; and,
 - Establishes limitations on awards.
- The arbitration agreement **MUST** establish a cap on the maximum award that may be issued.
- The agreement **MUST ELIMINATE** authority to award:
 - Costs and attorney fees; and,
 - Punitive, consequential, exemplary or special damages.
- The agreement should establish a schedule (next slide).

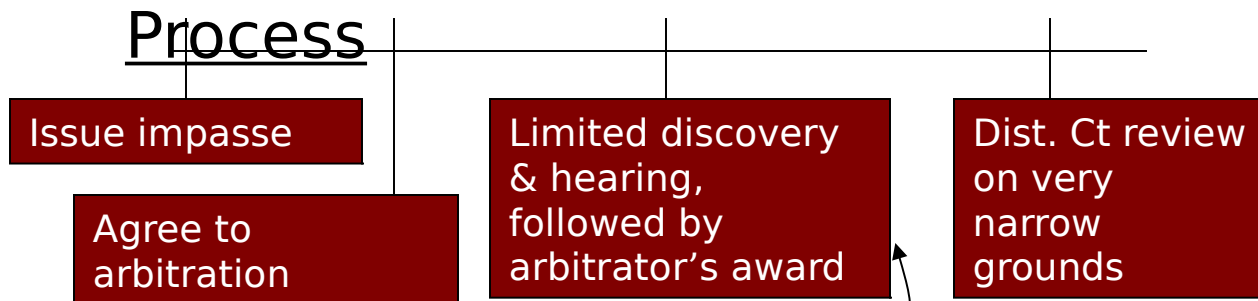
Schedule Considerations

Current Process



Binding Arbitration

Process



Arbitration processes should be shorter than, or equal to, a COFD review period on similar issues.

Arbitration eliminates the COFD, reduces discovery and hearing burdens, and greatly limits appellate review.

IV. C. Arbitration Agreement (cont.)

- The agreement should define:
 - The scope of discovery;
 - The date and length of the hearing, if any; and,
 - The expected level of briefing.
- Keep in mind that agreements can not cover everything. The arbitrator should have the authority to decide issues arising out of the agreement itself.
- An agreement can address confidentiality, but do not expect too much.

IV. D. Arbitrators

- The parties must agree on the neutral.
- ASBCA judges are available.
- But consider the advantages of a technical expert:
 - Save on expert witness costs;
 - Technical issues need technical background.
- In theory they can have a conflict of interest.
- Arbitrators have the authority to:
 - Regulate the conduct of the hearing;
 - Administer oaths;
 - Order attendance of a witnesses and production of documents under control of a party, including sponsored subcontractors;
 - Issue awards.
- Arbitrators **MUST** interpret and apply relevant statutes, regulations, legal precedents and policy directives.
- Unlike mediation, ex parte communications are not permitted, and can result in an adverse award.

IV. E. Hearings

- Any party is entitled to make a record.
- Parties are entitled to present evidence and be heard. But consider process savings from:
 - Waiver of live hearing (i.e., have paper hearing)
 - Use of affidavits or declarations; and,
 - Use of deposition transcripts.
- Arbitrators have discretion regarding the weight they give the evidence. Clearly, evidence tested by cross-examination should be treated differently from untested statements.

IV. F. Awards

- Awards shall briefly discuss factual and legal bases for award, but formal findings of fact, and determinations of law are not required.
- Forget the Secretary Veto Rule. That's old school, pre-1996. See ADRA of 1990.
- Awards are final and binding on the parties.
- Awards do not establish legal precedent of general applicability, nor can they be used for collateral estoppel.
- Awards can be cited as precedent and for res judicata *in factually related proceedings*.
- Awards should be incorporated into the contract as a modification, and can be invoiced (or recouped) as usual.

IV. G. Review

Federal Arbitration Act (FAA)

- Agreements to arbitrate enforced under 9 USC § 4.
- 10 USC § 9 can be used for “confirmation.”
- 10 USC § 10 has the standards to vacate an award:
 - Fraud
 - Evident partiality
 - Misconduct in scheduling or refusing to consider evidence
 - Exceed powers
- 10 USC § 12 provides 3 months to file for review.

ADRA Amendments to FAA

- A third party may challenge the use of arbitration if it can show that one of the six factors in 5 USC 572 apply. See 9 USC § 10(c).

ADRA Amendments to CDA

- Review is under FAA, but the court “may set aside or limit any award that is found to violate limitations imposed by Federal statute.”

V. Creative Approaches

- Binding arbitration may be used with other methods:
 - Med-Arb or Arb-Med
 - Baseball Arbitration
 - Night Baseball Arbitration
- Arbitrators can be technical experts. This is a chief difference and advantage from ASBCA ADR.
- No limit on the number of neutrals. Can use one or three.
- Use to foreclose issues early and avoid repeated mistakes:
 - Example: Price Adjustment Clauses.
- Use for IDIQ contracts with high transaction rate:
 - Create a standing panel with authority to quickly arbitrate the issues submitted.

Binding arbitration is attractive when...

- ... a contracting officer must write a “final decision” that won’t be final.
- ... the cost of CDA processing exceeds the amount at issue.
- ... an issue will surface repeatedly through the life of the contract.
- ... the parties are at odds over the question of, “Whether austenitic steel forgings and bars examined in accordance with SA-388 satisfy the examination requirements of NB-2542.1, NG-2542.1, or WB-2542.1, as incorporated by reference under the subject contract.” This especially true if:
 - The work has not yet been performed;
 - Examination methods greatly increase cost; and,
 - Rework would cause substantial delay and greatly increase cost.

VI. ADR Program Training

- AGC(ADR) tasked to develop recommended procedures and forms.
- AGC(ADR) shall also provide training:
 - 3-hr Procurement ADR Course to be offered;
 - 8-hr Binding Arbitration Course to be offered.

Contact the ADR Program

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